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The University of Alberta

REPORT OF THE UNIVERSITY LIBRARIAN

TO THE PRESIDENT

For the period

April 1, 1956 to March 31, 1957.  
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The University of Alberta

Edmonton, Canada

The Rutherford Library  
April 30, 1957

President Andrew Stewart  
University of Alberta  
Edmonton, Canada

Dear Dr. Stewart:

I have the honor to present the report  
of the Library for the academic year 1956-57.

Yours sincerely,

Bruce Peel  
Librarian

# Report of the University Librarian

1956-57

## Use of the Library

The three libraries which compose the University Library--the Rutherford Library, the Education Library, and the Library of the Calgary Branch--show an increase in use over last year. This year the attendance in the three libraries was 494,051, an increase of 7%, while the circulation of books and journals was 218,297, an increase of 11%. Since in most reading rooms the books are on open shelves accessible to readers, the circulation figure by no means represents the total use made of library materials. It is instructive to compare these gross totals with those of 1951-52, the first year the Rutherford Library was in service: attendance, 181,417; circulation, 148,602. With the anticipated steady increase in student enrolment, the library statistics can be expected to continue to rise for many years to come.

The students attending the Summer Session of 1956 made heavy use of the Library; statistics were the second highest on record.

The Library again provided collections of books for students enrolled in Evening Division classes offered in centres other than Edmonton and Calgary. These collections were supervised and circulated by public libraries in Medicine Hat, Lethbridge, Red Deer, Camrose, and Vegreville.

## Staff

This has been a year of many changes particularly among the non-professional staff. Between April and December there were a dozen changes in personnel.

Early in the year Mr. Mills Shipley resigned as Law Librarian to accept a position in the Supreme Court Library in Ottawa. The position of Law Librarian was filled by Mr. Denys Noden, M.A. (Cantab.) B.L.S. (McGill), formerly in the Cataloguing Department. In May Miss Leona Thompson also resigned from the professional staff.

In September Miss Joan Henshaw, B.A. (Queen's) B.L.S. (Tor.), was appointed Circulation Assistant.

During much of the year the Library was short two professional librarians, one to fill the position of assistant in the Applied Science and Medical Reading Rooms, the other to fill the position of reclassification cataloguer.

### Library Sub-Committee and Library Committee

The Library Sub-Committee with twelve meetings had the busiest year since its organization.

The Library Committee at its meeting of October 24 requested the Library Sub-Committee "augmented by Dean Hardy, to survey the overall space needs of the Library." The Sub-Committee at seven special sessions studied the book stack and reading room space needs of the Rutherford Library over the next ten years. A general principle adopted by the Sub-Committee in its deliberations was that "the Library is so important, indeed essential, to the functioning of the University that the building should be extended as required." With the book stock increasing by an anticipated minimum of 100,000 volumes in the decade, and student enrolment on this campus expected to rise to 6,500 by the end of the period, provision must be made for Library expansion. The Committee laid out a time-table for Library alterations and additions. Their report will be invaluable in the planning of the decade ahead.

The Librarian wishes to express appreciation to this Committee, and in particular to the chairman, Dr. Thornton, for the time and thought devoted to library problems. The Committee loses a valuable member with the retirement of Dr. O. J. Walker at the end of the university term.

The Library Committee held one meeting during the year.

### Order Department

The number of book orders placed showed a slight increase over last year. Special out-of-season requests, the administration of special book funds such as the Kellogg grant, locating back issues of periodicals, circulating exchange lists and the sale of our duplicates have all contributed to make the year a busy one for the Order Department.

A total of 7,864 volumes was ordered. In addition, the department processed another 553 volumes received as gifts or taken out of storage. Search was continued for missing issues of periodicals to complete files for binding, and 370 missing issues of 120 titles were located. Approximately \$1,100 was spent from the Col. J. H. Woods Trust Fund for the purchase of books on American-Canadian relations.

The Order Department continued its program of sorting out duplicate material in storage closets and of disposing of those volumes through exchange lists circulated to other libraries and by sale to second-hand-book dealers.



### Cataloguing Department

The Cataloguing Department maintained a high level of performance during the year though hampered by staff shortages and changes.

Statistically the work of the department consisted of 9,248 books accessioned, 9,147 new volumes catalogued, 12,283 volumes reclassified, 20,760 books lettered, 202 books withdrawn, and 69,249 cards typed. While the total number of volumes catalogued and reclassified was 1,761 volumes less than the previous year, more serious was the necessity of discontinuing work on the catalogue subject headings during the staff shortage.

The reclassification of the main book collection of the Rutherford Library, originally envisaged as a four-year project, had to be extended last spring for another year. The loss of one classifier with no replacement for a five-month period, plus changes of clerical staff, has caused further delay. That any reclassification was done at all during this latter period speaks well for the organizational ability of the chief cataloguer, Miss Hicks, and the industry of her staff. Present expectation is that this project will be completed by July, 1957.

### Reference Department, Periodicals and Binding

The function of this department is to guide the reader to information in books, documents, periodicals, maps and pamphlets, particularly through the use of indexes, bibliographies, and catalogues. In addition to reference service the department has supervision of the Periodical Room, Rare Book Room, Microfilm Reading Room, and the care of the map and document collections. The department has charge of the preparation of books and journals for binding.

The statistics show a sharp increase in the use of the Reference Reading Room. Attendance was 145,272 as compared with 123,734 last year, an increase of 17%. The circulation was 10,804, representing a 41% increase, while the number of reference questions answered was 5,213 as compared with 3,351 last year. The circulation of unbound journals from the Periodical Reading Room showed a 6% decrease.

The Interlibrary Loan Service handled 458 requests and loans, almost double the number of the previous year.

During the year 8,122 documents were acquired from government sources, and 428 brochures were added to the pamphlet file. A total of 1,876 maps, mostly of the United States and Canadian topographical series, was processed for the map

collection. A new venture begun in the summer of 1956 was the organizing of a picture file; it contains approximately 2,100 pictures. Fifty-six graduate theses were deposited with the Reference Department.

Work in the bindery preparation division continued at a steady pace throughout the year, with a total of 2,208 books and periodicals bound, rebound, or repaired. Of these volumes, 301 were repaired in the department.

### General Circulation Department

This department is in charge of the Reserve Reading Room, Main Delivery Desk and stacks, and the Browsing Area. The staff consists of two professional librarians, three non-professional graduates, one full-time and one half-time clerical. In addition the department employs a large number of student assistants during the term for part-time work.

The circulation figure for stack books was 36,284 volumes, about the same as last year. The circulation from the Reserve Reading Room was 43,765 volumes, representing an increase of 14%. This year 600 more titles were on reserve than during the previous year.

The circulation of books during the Summer Session of 1956 was the second highest on record.

At the end of March, 1957, the reclassification of books in the main stacks was nearing completion. This coming summer the Circulation Department plans to reshelve the books in proper order. Library staff and stack users will welcome the termination of the years of disarrangement.

### Reports of the Branch Libraries

#### Applied Science Reading Room

In the Applied Science Reading Room the attendance has continued to grow, reflecting the rise in enrolment in Engineering. Attendance during the year was 51,511, an increase of 2,467.

More spectacular has been the increase in circulation from 9,792 (in 1955-56) to 15,143, or an increase of 54%. This figure is for overnight loans, and gives no indication of the use made of the books in the reading room. The staff answered 557 more reference questions than during the previous year.

Instruction in bibliographical tools was given by the Reading Room Librarian to all third and fourth year civil engineering students. This was in addition to instructional periods held, as in previous years, for first year agriculture students, and fourth year students in mining and in chemical and petroleum engineering. The value of these library instruction periods is recognized both by students and faculty.

This reading room is the first area in the Library to outgrow its book stacks.

#### Law Reading Room

In September Mr. D. Noden was appointed Law Librarian to replace Mr. Shipley who resigned in May.

Books in the reading room and adjoining stacks are accessible to the law students, so that no statistics are kept of the books and journals used in the reading room. Books and journals borrowed for overnight use, which form but a comparatively small part of the students' reading, totalled 4,892. The attendance in the reading room was 32,038, a decrease from the previous year.

#### Medical Reading Room

The total attendance in this reading room, which serves the Faculties of Medicine, Dentistry, and Pharmacy, and the Schools of Nursing and Physiotherapy, was 43,782. This compares with 30,594 the previous year, or an increase of 43%. Most of the increased attendance is during the day rather than in the evening. This greater daytime attendance is reflected in the greater use made of reserve books in the reading room.

The total circulation figure, 19,573, is much the same as that for the previous year.

Medical practitioners, most of them living in Edmonton, borrowed 4,628 volumes.

During the year the staff disposed of our accumulation of duplicate journals through circulation of exchange lists to other medical libraries.

As in other years the Medical Librarian conducted library instruction periods for first year students in faculties served.

### Education Library

The Education Library occupies three rooms on three floors of the Education building. The new lighting fixtures installed in Room 218 last autumn improved the appearance of this room and removed eye strain. This library is served by a staff of four. During the session the library was open four evenings a week--two more than in 1955-56--for the use of Evening Division students.

The attendance for the year was 40,827, while the total circulation was 40,509 volumes.

In May the Canadian Education Association - Kellogg Foundation workshop was again held, and a collection of books made available for the use of superintendents enrolled. When the Division of Supervision and Administration was established in the Faculty of Education, the grant from the Kellogg Foundation included \$1500 for library purposes. Much of this has been expended on back files of journals and microfilm copies of educational theses.

### Calgary Branch

This branch serves the faculty and students in Education and in Arts and Science.

The staff has consisted of two full-time persons with help from student assistants, but last September in recognition of the increased use being made of the Library an additional half-time staff member was added. However, owing to the illness of the Branch Librarian, the library operated under difficulty for some weeks during the term. Acknowledgement must be made of the fine spirit shown by the other staff members during the emergency.

The attendance figure was up again this year to 55,362, an increase of 10%. The circulation was 22,945 for books, recordings, and pictures. This represents an increase of 14%, but the greatest increase was in reading room reserves which were up 41%. This latter suggests that students are making use of the additional reading room space now available to them.

### Miscellaneous Services and Activities

The Photostatting Service processed nearly seventy orders representing 1,419 pages of photostats. The operation of this service is carried on by a student assistant under the supervision of a staff member.

As in previous years the noon hour music programs in the



Music Listening Room continue to give pleasure to students. A more limited number of evening programs was offered during the winter session because of the stiff competition from other campus activities. However, during Summer School several evening concerts were given to audiences who were both numerous and appreciative.

A number of displays, both decorative and informative, were placed on exhibition in the cases in the rotunda during the year. One of these was a travelling collection of rare books on loan from a Montreal dealer.

#### Professional Activities

Members of the staff actively participated in the provincial and national library associations. The Librarian served as a judge in the humour section of the Governor-General's awards in literature for 1956.

Gifts

We are grateful for gifts to the Library from the following organizations and individuals:

Dr. C. R. Stelck, a set valued at \$1600 entitled Palaeontographica, abt. A 78 - 103, abt. B 78 - 95.

Mrs. Irene Gonsett, a further \$750 for the purchase of Slavic books.

Alberta Tuberculosis Association, a grant of \$200 for the purchase of books for the Medical Library.

Canadian Foundation for Poliomyelitis (Alberta Chapter), a grant of \$200 for the purchase of books for the Medical Library.

Canadian Council of Christians and Jews, a grant of \$68 for the purchase of books in the field of sociology.

And from numerous other sources, gifts of books which have been duly acknowledged.

Library Staff as of March 31, 1957

Administration

Bruce Peel, M.A., B.L.S.	Librarian
Marquita King	Secretary

Reference

Dorothy Hamilton, B.A., B.Sc. in L.S. A.M.L.S.	Reference Librarian
Lois Carrier, B.A., B.L.S.	General Librarian
Louise Range, B.A., B.L.S.	General Librarian
Mrs. Penelope Sullivan, B.A.	Non-Professional Graduate
Lillian Young	Clerical Assistant
Mrs. Marjorie Corah	Clerical Assistant (Half-time with Circ. Dept.)

Order

Lilian Leversedge, B.A., B.L.S.	Order Librarian
Valoria Sereda	Clerk-typist
Joan Harris	Clerk-typist

Cataloguing

Caroline B. Hicks, B.A., B.L.S.	Chief Cataloguer
Yvonne Fenton, B.A., A.L.A.	Classifier
Phyllis Morgan, B.A., B.L.S.	Classifier
Jack O'Brien, B.A., L.L.B., B.L.S.	Classifier (during Reclassification)
Mrs. Barbara Patterson	Clerk-typist
Joan Lambert	Clerk-typist
Nona Plypick	Clerk-typist
Ella Strauss	Clerk-typist (during Reclassification)

Circulation

Norma Freifield, B.A., B.L.S.	Circulation Librarian
Joan Henshaw, B.A., B.L.S.	General Librarian (Reserve Reading Room)
Frances Sissons, B.A.	Non-Professional Graduate
Mrs. Shirley Genser, B.A.	Non-Professional Graduate
Stella Nelson, B.A.	Non-Professional Graduate
Mrs. Marjorie Corah	Clerical Assistant (Half-time with Ref. Dept.)
Daphne Andrews	Clerical Assistant

Applied Science Reading Room

Mrs. Emma MacDonald, B.A., B.L.S.	Applied Science Librarian
Mrs. Marjorie Lauer, B.A.	Non-Professional Graduate

Reading Room

Mr. Denys Noden, M.A., B.L.S.	Law Librarian
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Medical Reading Room

Blanche Giffen, M.A., B.Sc. in L.S.	Medical Librarian
Mrs. Mona McPherson, B.A.	Non-Professional Graduate

Education Library

Emily Clever, Dip. in L.S.	Education Librarian
Kathryn Shannon	Clerical Assistant
Mrs. Astrid Jackson	Clerical Assistant
Mrs. Norma Jean Whyte	Clerical Assistant

Gary Branch Library

Mary Grant, B.Sc. in Ed., B.L.S.	Branch Librarian
Frances Drummond	Clerical Assistant
Mrs. Irene Kettner	Clerical Assistant (Half-time)

Library Committee

President, Chairman	Professor J. T. Jones
Deans	Professor D. E. Smith
Professor H. R. Thornton	Assoc. Professor G. R. Davy
Professor H. E. Rawlinson	Mr. G. Samuel, Assistant to the President
Professor O. J. Walker	The Librarian, Secretary

Library Sub-Committee

Professor H. R. Thornton, Chairman	Professor G. W. Govier
Mr. W. H. Johns	Mr. George Samuel
Professor H. E. Rawlinson	The Librarian, Secretary
Professor O. J. Walker	

Medical Library Book Committee

M. M. Cantor, Chairman	Dr. F. G. Elliott
Mr. J. W. Scott	Mr. B. Peel, Librarian
Mr. J. R. Vant	Miss B. Giffen, Medical Librarian, Secretary
Mr. W. Bramley-Moore	

Dental Library Book Committee

Mr. S. D. Fraser, Chairman	Dr. H. R. MacLean
Mr. W. S. Hamilton	Dr. K. A. McMurchy
Mr. G. A. Brass	Dr. C. R. Castaldi
Mr. R. V. Blackmore	Mr. B. Peel, Librarian
Mr. D. J. Eastwood	Miss B. Giffen, Medical Librarian Secretary
Mr. A. Revell	



Education Library Committee

Prof. Professor B. Y. Card, Chairman  
Prof. Professor R. S. MacArthur

Assoc. Prof. W. Pilkington  
Miss E. Clever, Education  
Librarian, Secretary

Library Committee, Calgary Branch

E. R. Hanna, Chairman  
A. L. Doucette  
V. E. Graham  
W. F. Allen

Mrs. G. C. Higgin  
Miss E. M. King  
Miss M. I. Grant, Branch  
Librarian, Secretary



